

**MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD JANUARY 14, 2015**

Pres. Beckman called the Meeting to order at 7:35 P.M.

President Beckman read the "Open Public Meeting Act" as follows:

In compliance with the "Open Public Meeting Act," P.L. 1975, C 231, the annual notice requirements have been satisfied. The meeting dates for the year were posted on the Borough Web Site on January 9, 2014. A copy of the meeting dates are on file with the Borough Clerk and a notice has been posted on the public bulletin board in the Municipal Complex.

Present: Mrs. Betsy Beckman, Mrs. Donna Bott, Ms. Maria Costello, Mr. Dennis Farrell, Mrs. Sabrina Johnston, Dr. Theresa A. Lardaro (Alternate #1).

Excused

Absence: Ms. Louise Cue, Mr. Lee Tremble.

Absent:

Present: Sharon Blehl–Secretary, Gary Cochran–Registered Environmental Health Specialist.

Present: Christopher Montana–Council Liaison.

Guests: None.

SALUTE TO THE FLAG

Council Liaison Montana led those present in the salute to the flag.

PUBLIC FORUM

Mr. Farrell made a motion to open the floor to the public to discuss any topic; seconded by Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None. Carried.

There being no public discussion, Dr. Lardaro made a motion to close the public forum; seconded by Mrs. Bott.

Voice Vote:

Ayes: All present voted in favor.

Nayes: None.

Abstained: None. Carried.

REORGANIZATION

NOMINATION OF PRESIDENT

A motion by Mr. Farrell; seconded by Ms. Costello that Betsy Beckman be nominated for President of the Board of Health for 2015.

Are there any nominations from the floor? There were no nominations from the floor.

There being no nominations from the floor, Mrs. Bott made a motion that the nominations be closed; seconded by Mr. Farrell.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell, Mrs. Johnston, Dr. Lardaro.

Nayes: None.

Abstained: None. Carried.

ELECTION OF PRESIDENT

A motion was made by Mr. Farrell that Betsy Beckman be appointed President of the Board of Health for 2015; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell,
Mrs. Johnston, Dr. Lardaro.

Nayes: None.

Abstained: None. Carried.

NOMINATION OF VICE PRESIDENT

A motion by Mrs. Bott; seconded by Ms. Costello that Dennis Farrell be nominated for Vice President of the Board of Health for 2015.

Are there any nominations from the floor? There were no nominations from the floor.

There being no nominations from the floor, Mrs. Bott made a motion that the nominations be closed; seconded by Ms. Costello.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell,
Mrs. Johnston, Dr. Lardaro.

Nayes: None.

Abstained: None. Carried.

ELECTION OF VICE PRESIDENT

A motion was made by Mrs. Bott that Dennis Farrell be appointed Vice President of the Board of Health for 2015; seconded by Ms. Costello.

Roll Call: Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell, Mrs.
Johnston, Dr. Lardaro.

Nayes: None.

Abstained: None. Carried.

BOARD MEMBERS TERMS

Terms for the Board of Health Members are as follows:

Christopher Montana was appointed Council Liaison to the Board of Health for 2015.

Robert Bicocchi was appointed Alternate Council Liaison to the Board of Health for 2015.

Betsy Beckman.....12/31/2016

Donna Bott.....12/31/2017

Maria Costello.....12/31/2015

Louise Cue.....12/31/2017

Dennis Farrell.....12/31/2015

Sabrina Johnston.....12/31/2017

Dr. Theresa A. Lardaro, Alternate #1...12/31/2015

Lee Tremble.....12/31/2016

VACANT, Alternate #2

Mr. Farrell made a motion that the terms be approved; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell,
Mrs. Johnston, Dr. Lardaro.

Nays: None.

Abstained: None.

Carried.

EMPLOYEE APPOINTMENTS

Pres. Beckman offered the following employee appointments for the year 2015 under the authority of Title 26:3-19 and Borough of Westwood Municipal Code 6-18 to 6-22.

Sharon Blehl is hereby reappointed Board of Health Director/Certified Municipal Registrar/Secretary to the Board/Public Health Investigator/Pet Licensing Official/Right to Know/Hazard Communications and Bloodborne Pathogens Coordinator of the Board of Health for the year 2015.

Christine L. Compesi is hereby reappointed Certified Municipal Deputy Registrar/Secretary of the Board of Health for the year 2015.

Mary Elizabeth (Mary-Beth) Netzer is hereby reappointed Alternate Deputy Registrar/Secretary to Sharon Blehl and Angela Musella of the Board of Health for the year 2015.

Angela Musella is hereby reappointed Health Officer, through a contract with Northwest Bergen Regional Health Commission, of the Board of Health for the year 2015.

Mr. Farrell made a motion that the Employee Appointments for 2015 be approved; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell,
Mrs. Johnston, Dr. Lardaro.

Nayes: None.

Abstained: None.

Carried.

FINANCE COMMITTEE

Pres. Beckman chose the following Members to make up the Finance Committee for the Board of Health for 2015.

1. Betsy Beckman, President
2. Dennis Farrell, Vice President

Mrs. Bott made a motion that the Finance Committee Appointments for 2015 be approved; seconded by Ms. Costello.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell,
Mrs. Johnston, Dr. Lardaro.

Nayes: None.

Abstained: None.

Carried.

MEETING DATES

The Westwood Board of Health will hold the Regular Meetings on the following dates in the Municipal Complex, 101 Washington Avenue, Westwood, New Jersey at 7:30 P.M.

February 11, 2015

March 11, 2015

April 8, 2015

May 13, 2015

June 10, 2015

July 8, 2015

August 12, 2015

September 9, 2015

October 14, 2015

November 10, 2015

December 9, 2015

January 13, 2016

Mr. Farrell made a motion that the Meeting dates for 2015 be approved; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell,
Mrs. Johnston, Dr. Lardaro.

Nayes: None.

Abstained: None.

Carried.

ACTIVITIES REPORTS

1) DECEMBER:

HEALTH OFFICER, PUBLIC HEALTH INVESTIGATOR, REGISTRAR, SECRETARIAL

The Board Members reviewed the following Activities Reports for December, 2014 which are on file and available to the public:

Administrative and Supporting Services

Animal Control

Laboratory Services

Vital Records

Monies Received

Environmental Health
Communicable Disease
Maternal and Child Health
Chronic Illness
Health Education
Nursing Supervision
Miscellaneous

A discussion was held.

Mr. Farrell made a motion that the Activities Reports for December, 2014 be approved; seconded by Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Abstained: None. Carried.

MINUTES

1) MARCH 12, 2014 – REGULAR MEETING

Mr. Farrell made a motion that the Minutes of Regular Meeting held March 12, 2014 be approved; seconded by Ms. Costello.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell.

Nays: None.

Abstained: Mrs. Johnston, Dr. Lardaro. Carried.

2) JUNE 11, 2014 – REGULAR MEETING

The Minutes will be addressed at the next Board of Health meeting as there is a lack of quorum available to approve the June 11, 2014 Minutes.

3) NOVEMBER 12, 2014 – REGULAR MEETING

Mr. Farrell made a motion that the Minutes of Regular Meeting held November 12, 2014 be approved; seconded by Mrs. Johnston.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mrs. Johnston,
Dr. Lardaro.

Nayes: None.

Abstained: Ms. Costello. Carried.

4) NOVEMBER 12, 2014 – CLOSED SESSION

Mr. Farrell made a motion that the Closed Session Minutes from November 12, 2014 be approved; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mr. Farrell, Mrs. Johnston,
Dr. Lardaro.

Nayes: None.

Abstained: Ms. Costello. Carried.

5) DECEMBER 10, 2014 – REGULAR MEETING

Mr. Farrell made a motion that the Minutes of Regular Meeting held December 10, 2014 be approved; seconded by Dr. Lardaro.

Roll Call:

Ayes: Mrs. Beckman, Ms. Costello, Mr. Farrell, Mrs.
Johnston, Dr. Lardaro.

Nayes: None.

Abstained: Mrs. Bott. Carried.

PURCHASE ORDERS

Bills for December, 2014 in the amount of \$1,342.59 were presented to the Board Members.

Mr. Farrell made a motion that the following be accepted for payment; seconded by Ms. Costello.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Costello, Mr. Farrell,
Mrs. Johnston, Dr. Lardaro.

Nayes: None.

Abstained: None.

MGL Printing Solutions	
2015 Dog & Cat License Tags	\$542.00

W.B. Mason, Co., Inc.	
Office Supplies	800.59

Carried.

NEW BUSINESS:

1) 2015 RABIES CLINIC – JANUARY 31, 2015

The Rabies Clinic will be held on January 31, 2015 at the Train Station. Cats, in a carrier, will be inoculated between 12:30 & 1:00 PM and dogs, on a leash, will be inoculated between 1:00 & 3:00 PM. Our clinic is open to all New Jersey residents. A discussion followed.

OLD BUSINESS

1) 2015 BOARD OF HEALTH BUDGET

Ms. Blehl submitted the 2015 Operating Expense Budget request and the 2015 Anticipated Revenue Worksheet to CFO Ayer on December 19, 2014. She is scheduled to meet with CFO Ayer on January 16, 2015 to go over the Budget request. A discussion followed.

2) 2015 NORTHWEST BERGEN REGIONAL HEALTH COMMISSION CONTRACT

HISTORY: During the December 10, 2014 Meeting the Board approved the 2015 contract with Northwest Bergen Regional Health Commission (NWRHC) in the amount of \$93,151.34. This represents a 2% increase over the 2014 contract. However, there is a new fee added into this year's contract. NWRHC is requesting to charge a plan review fee to prospective food establishment owners. The fee would be paid by the proposed establishment owner directly to NWRHC. The fee structure is based upon square footage and ranges from \$150 to \$500.00, this includes a second review. If the plans require a third review the establishment owner would be required to pay an additional initial fee. Due to the Plan Review Fee the Board voted not to approve the contract.

After the December Board of Health Meeting Pres. Beckman spoke with Health Officer Musella and explained the Board's decision. Pres. Beckman offered other ideas, to the Health Officer, that NWRHC could initiate instead of charging the plan review fee.

Health Officer Musella informed Ms. Blehl that the Commissioners for NWRHC will be meeting at the end of the month to discuss the Plan Review Issue.

This will be addressed at our next meeting.

EMERGENT MATTERS:

1) FILE OF LIFE

Mrs. Bott explained that she met with Police Chief Regino to discuss the File of Life. Mrs. Bott offered several ideas to the Chief on how to further promote the program and offered to speak with the senior groups to explain the importance of the program and will also assist people to complete all the forms properly. The Board feels this is a very important program and is thankful to Mrs. Bott for offering her assistance. A discussion followed.

ADJOURNMENT

There being no further business to come before the Board at this time, Mr. Farrell made a motion that the meeting be adjourned; seconded by Dr. Lardaro.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:25 P.M.

Sharon Blehl
Secretary

The next meeting will be held Wednesday, February 11, 2015 at 7:30 P.M. in the Municipal Complex.

These Minutes were approved at a meeting of the Board of Health of the Borough of Westwood held on the 11th day of February, 2015.